

Minutes
Hamilton County Airport Authority
December 4, 2008
Commissioner Courtroom
One Hamilton County Square
Noblesville, Indiana

Work Session

President Silvey called the work session to order at 5:30 p.m. in Conference Room 1A. Those present were Allyn Beaver, Brad Beaver, Tom Kapostasy, Tim Tolson, Ted Moran, Don Silvey, Mike Howard, Andi Montgomery, Don Montgomery, Carl Winkler, Mike Evans, Nick Isenberg, Evan Yoder, Jennifer Pickett and Kim Rauch.

2009 Budget

Silvey reported the Council approved the 2009 budget in July but the bids for the farm land had not been received and fuel revenue was down. This caused a shortfall in the \$40,000 paid to the county.. We had 300 acres of farm land but now we have about 250. Cash rent is paid half in the spring and half in the fall. The Council allowed keeping the \$300,000 in the Buildings and Structures line item. Capital funds do not need to be encumbered and will be available in 2009

During the AAI (Aviation Association of Indiana) meeting with INDOT (Indiana Department of Transportation) and FAA (Federal Aviation Administration) we were told there is no guarantee the \$150,000 entitlement monies will be available in 2009. Tentatively the State will reimburse on the master plan.

Marketing

The board decided to wait and not sign the 2009 marketing contract tonight. They will wait until January or February to decide if a marketing retainer is needed.

Members of the Zionsville School Board have asked Andi Montgomery why there isn't more positive press on the airport if it is so good? Montgomery stated it is up to Hamilton County to promote the airport. Silvey recommended hosting a Mayor's Roundtable at the airport.

Montgomery stated they advertise on Flight Plan, Air Net and Accu Quick and IEA (Indianapolis Executive Airport) still gets comments from people in Indianapolis that don't know the airport is there.

Corporate Hangar

SRE is wanting to build a hangar that would employ ninge to twelve people. The best place for the SRE building would be at the north end of the property. The orange building would have to be torn down. Tom Kapostasy stated he has considered the pros and cons and is not willing to approve the location without further discussion. Chris Snyder stated the estimated cost of the SRE building would be \$180,000 on a be 60' x80'. This would be for a wood post frame building; airport standards do not allow wood buildings. Snyder stated \$150,000 to \$200,000 would need to be programmed into the airport budget. Kapostasy does not think that would be the best location for the SRE building but Silvey says that is the only place they have. The developer would need access to the road and this location would extend the parking lot at the developers cost.

Capital Improvement Program Cost Estimates

Nick Isenberg reviewed the Capital Improvement Program (CIP).

1. 2009 - reconstruct RW 18/36 (Approx 5,500x100) and Taxiway A8 (Approx 600' x50') :Phase 1 Design
2. 2009-2011, Airport Master Plan (Reimbursement)
3. 2009, Corporate Hangar Development, 100LL Fuel System Replacement, and Apron Expansion: CAT-EX/Short EA (Reimbursement)

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4. 2009, Corporate Hangar Taxiways: Phase 1 Design, (Reimbursement)
5. 2009, Water System Extension: Phase 1 Design, CAT-X/EA
6. 2009, SRE Building Relocation – Design/Bid/Construction
7. 2009, Corporate Hangar Taxiways (Approx. 350'x50')
8. 2009, Water System Extension: Phase 2 Construction
9. 2009-2014, Land Acquisition North/South: Short EA
10. 2009-2013, Acquire Existing Airport Land (Reimbursement)

Kapostasy asked if priority #3 covers the whole area? Kapostasy would like to see the design of everything above and beyond the 350' x 50', so when someone wants to come in and build they have the plan in hand to know where you can and cannot build. Board agreed they would like a better drawing of the whole site to visually understand it.

Kapostasy asked if we are connecting to Indianapolis Water or Westfield water? Indianapolis Water runs right through the airport. We need to analyze the cost on the water as to which would be cheaper. Silvey is waiting on a response from the Westfield Water Company. Kapostasy asked Woolpert to bring back an estimate on the engineering so the Board can have all of the information.

The Board recessed the meeting and moved to the Commissioners Courtroom.

Public Session

President Silvey called the public session to order at 6:42 p.m., with Secretary Rauch taking roll call. A quorum was declared present of Tom Kapostasy, Ted Moran, Don Silvey, Tim Tolson and Allyn Beaver.

President's Report

Dan Montgomery and Silvey met with representative of the Zionsville School Board and the Superintendant and we will continue to have ongoing conversations.

The Board thanked Tim Tolson and Kim Rauch for their for years of service on the Airport Authority and presented both of them with a plaque.

Committee Reports

Marketing and Public Relations

Tolson reported the Board has decided to not to proceed with the contract renewal for Willow Marketing but to assign the Public Relations committee to establish what we would do with that line item..

Site Development

Ted Moran attended a Westfield economic development meeting. In Westfield's search for new development one of the first questions asked is if they have an airport. There is a lot of interest in the expanding of Westfield.

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Indianapolis Executive Airport Report

- Certificate of insurance has been given to Kim Rauch and Don Silvey. Facer Insurance was able to get a small reduction in the rate.
- Fuel prices are coming down very quickly. The fuel in the ground was purchased at a higher cost but Montgomery's are trying several marketing campaigns to attract more transient traffic.
- The farm income has been received and deposited into the operating account. The remainder of the 2008 bills will be paid and there should be a good cash balance to start 2009.
- Montgomery's have been attending several state level meetings regarding aviation in the State of Indiana. The response has been very positive.
- Montgomery's and Ray Rice will be attending the National Dispatchers and Scheduler Conference in January; have attended every year for the last five years.
- The Marketing Committee has asked several interested parties to prepare a marketing plan and will present a recommendation to the Board in the near future.
- The "A" set of T-hangars are completely rented as of December 1, 2008. There are still hangar openings in "B".
- The airport is prepared for winter, all the snow plows are ready.
- Runway lights and PAPI are scheduled to be installed the middle of the month.

Woolpert Engineering Report

Master Plan

- Anticipated date for the final draft of the Master Plan could possibly be in 60 to 90 days with a May deadline.
- Woolpert provided Silvey with a booklet with contracts and line items.
- Woolpert requested approval of an Invoice for \$22,160 for Environmental, ALP Preparation and other misc things.
- Reimbursement for AIP 14, \$2,927.37 and that does not include AIP 15.

Local Projects

- Electrical study and project is going very well. Michiana is scheduled to install regulator before the end of the year.
- Woolpert pay request for Electrical Work = \$11,055.00
- Michiana Change Order for Electrical Work = \$8,026.19
- Michiana Pay request for Electrical Work = \$67,356.19
- Coordinating for survey and geotechnical to begin on the corporate taxiway.
- FAA has asked Environmental Approval Documents for Federal or Local projects in 2009 be submitted at this time, even if for design, due to their requirements.
- Woolpert had completed CAT-EX forms.
 - Apron Extension
 - Corporate Hangar Development
 - 100 LL Fuel System Replacement
 - Land Acquisition for RPZ Protection on Runway 36
- Crack Sealing project is complete
- Quade J to submit schedule once material delivery date is finalized.
- Woolpert pay request for SWPPP = \$205.00
- Requested contract approval for 2009 in the amount of \$25,000
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- Silvey had requested to see copies of the contract and Silvey requested the invoice list the hourly spending and not in a lump sum.
- *Kapostasy motioned to approve to pay everything but the \$25,000 for the 2009 Contract . Tolson seconded. Motion carried unanimously (4-0)*

*Tolson motioned to approve the 2009 Contract in the amount of \$25,000.
Moran seconded. Motion carried unanimously (4-0)*

New Business

Farm Land

Silvey stated the airport's operating buget has been revised due to the new bid for the farm land. At this time we now have more income to restore the original contribution back to \$40,000 and keep the remaining \$12,000 ..

Silvey motioned to amend the budget. Kapostasy seconded. Motion carried unanimously (4-0)

Legal Counsel Report

Mike Howard reported that the Montgomery's refinanced their hangars and the bank required changes in their leases. Howard has reviewed those changes and Don Silvey and Kim Rauch signed the documents on November 24th. Howard requested the Board ratify their signatures. *Silvey motioned to ratify the signatures. Tolson seconded. Motion carried unanimously (4-0)*

County Council Liasion

- Brad Beaver asked Rauch how much money has the FAA reimbursed the county for the airport purchase? Silvey stated Woolpert shows a balance due from the FAA of \$3,770,000; which Woolpert is hoping to receive between 2009 and 2013. Rauch stated we have been reimbursed \$855,000 from the FAA with the last payment received in 2006.
- Beaver anticipates that the county's income tax will come down in the coming year and asked the Board to anticipate what their future needs will be.
- Beaver stated he was pleased to see a customer appear before the Board last month.
- Beaver asked when is Zionsville taking over the zoning around the airport? Silvey stated January 2010. Are the agreements with Boone County being transferred to Zionsville? Howard stated we are changing zoning entities and we have changed our name since the original agreements were signed, he is researching the issue. Silvey stated Candace Ulmer, Union Township Trustee, has been working to bring us in contact with Zionsville and have positive communication with their zoning department.
- Beaver asked if the draft of the master plan would be the end of Woolpert's work on the Master Plan? Mike Evans stated no, but it is almost complete. Beaver asked once the Master Plan is complete do we request FAA reimbursement? Evans stated we have been asking for reimbursement and have received \$301,898 out of \$439,398.
- Beaver stated he has asked Howard if the revenue from the gasoline would be considered tax money and it is not. Beaver recommended establishing a line item that captures the money and keeps it separate from tax dollars.

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Miscellaneous

- Silvey asked the Board members to submit bills from the AAI Conference to Kim Rauch by tomorrow.
- Kapostasy has given the county commissioners a name to replace Tolson's position on the Board. The Commissioners will be appointing a replacement on January 12, 2009. If anyone has a name please submit it to the Commissioners as soon as possible.

Next Meeting

Next meeting will be January 8th with a work session at 5:00 p.m. to discuss the corporate hangar project, federal projects and local projects. The regular business meeting will start at 6:30 p.m.

Silvey adjourned the meeting. [7:25]

Other Present

Mike Howard, Attorney
Mike Evans, Woolpert
Nick Isenberg, Woolpert
Carl Winkler, Montgomery Aviation
Dan Montgomery, Montgomery Aviation
Andi Montgomery, Montgomery Aviation
Brad Beaver
Kevin Lee
Sam Hurley
Olivia Haden
Kristen Hughes
Rob Kirkpatrick
John Ulmer
Candace Ulmer, Union Twp Trustee
Mrs. Moran
Evan Yoder
Laura Colon
Tayler Jones
Jennifer Pickett
Kim Rauch, Secretary

APPROVED

Don Silvey, President

Date: _____

ATTEST

Jennifer Pickett, Secretary

Date: _____